THE PORT AUTHORITY OF NY & NJ Memorandum

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RISK MANAGEMENT
93 JAN 4 AM 11:01

TO: See Attached List
FROM: Robert C. DiChiara
DATE: December 30, 1993
SUBJECT: **SUBGRADE FIRE AND LIFE SAFETY ENHANCEMENTS - ASSIGNMENT OF RESPONSIBILITIES**

COPY TO: T. Cancelliere, R. Cronin, C. Maikish, A. Reiss, G. Rossi

As you may be aware, I recently asked Alan Reiss and Tom Cancelliere to conduct an inspection of the subgrade J area in anticipation of bringing back physically challenged and tenant parkers to the complex in early 1994. This inspection was performed so that we could identify and begin working on some of the necessary repairs resulting from the blast and institute the new fire and life safety enhancements required in the subgrade rather than wait for the results of the comprehensive fire and life safety assessment being conducted by Lebowitz which is due on January 24, 1994.

The tasks identified on the attached list have been assigned to you for expediting based on Alan and Tom's recommendations. In order to get a better handle on when we may be able to bring back additional parkers, I would like each of you to provide Alan Simmons, Manager of Subgrade Projects, with the expected start and end date of each task as described in the listing by January 7, 1994.

If you have any questions regarding this assignment, call Alan or Tom.

Robert C. DiChiara
Assistant Director
World Trade Department

Attachment

Distribution List:

L. Ardizzone
D. Benz
J. Castaldo
N. Chanfrau
E. Conover
J. Jasper
D. Karpiloff
C. Luongo
R. Lynch
P. Marchese
P. Moreno
T. O'Connor
E. Piccinich
A. Simmons
V. Trubek

SUBGRADE FIRE AND LIFE SAFETY TASK LIST (SUBGRADE J AREA)

TASK	PRIORITY CODE	DIVISION	TASK OWNER	ESTIMATED START DATE	ESTIMATED FINISH DATE	STATUS
1) Slabs						
o Repair spalled concrete and potholes.	1	Constr.	T. O'Connor			
o Patch waterproofing.	1	Constr.	T. O'Connor			
o Restripe parking spaces and traffic lanes.	1	SEMAC	V. Trubek via A. Simmons			
2) Signs/Signals						
o Remove or replace unused lighted signs on West Street median which previously were used for public parking and WOW.	2	Planning	P. Marchese			
o Install traffic signs along ramps to indicate traffic direction. Provide four way stop signs at 278'L intersection. (Need traffic engineering evaluation)	1	Traff. Eng.	E. Conover via A. Simmons			
o Replace existing directional signs for different type parkers (i.e. PA Police, NY State) to conform to contemplated parking assignments.	1	Planning	P. Marchese			
o Replace existing signs (total of 10) in 310'L and J lobby with a fewer number.	2	Planning	P. Marchese			
o Redesign and repaint the supergraphics on the Tower walls on the 284 level.	2	Planning	P. Marchese			
o Repair traffic signals for roll-up doors on the exterior ramps.	1	P&S-Elec.	J. Castaldo			
o Install larger lighted exit signs in garage areas (existing signs are too small and/or are missing).	1	Planning	P. Marchese			
o Remove chain link fences and restore surfaces.	1	Constr.	T. O'Connor			
o Add locational signage throughout parking garage (i.e. you are here) so occupants and emergency responders know their location and the various egress routes.	1	Planning	P. Marchese			

Priority Codes
1 - Immediate Action
2 - Aesthetic Improvements
3 - No Immediate Action Required or Requires Further Analysis

SUBGRADE FIRE AND LIFE SAFETY TASK LIST (SUBGRADE J AREA)

TASK	PRIORITY CODE	DIVISION	TASK OWNER	ESTIMATED START DATE	ESTIMATED FINISH DATE	STATUS
3) Doors/Hardware						
o Survey fire door deficiencies and make appropriate repairs. - 284 J area - 274 J area - 264 J area	1	Constr.	T. O'Connor			
o During our inspection, the PATH emergency exit doors (northeast side) were blocked by metal barricades and cable spools. All objects should removed. Ongoing construction and the proposed increased use of the parking garage require close coordination and oversight.	1	PATH	P. Moreno via A. Simmons			
o Repaint doors and add better signage.	2	P&S-Gen. Mtce.	L. Ardizzone			
4) Walls/Columns						
o Prepare paint schedule	2	Planning	P. Marchese			
o Repaint	2	P&S-Gen. Mtce.	L. Ardizzone			
5) Lighting						
o Group relamp all fixtures.	1	P&S-Elec.	J. Castaldo			
o Remove all temporary wiring	1	Constr.	T. O'Connor			
6) Stairways						
o Rerack hose racks.	1	P&S-Mech.	C. Luongo			
o Clean and paint walls, floors and handrails (including phosphorescent accent paint).	2	Constr.	T. O'Connor			
o Install battery back-up lighting.	1	Constr.	T. O'Connor			

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SUBGRADE FIRE AND LIFE SAFETY TASK LIST (SUBGRADE J AREA)

TASK	PRIORITY CODE	DIVISION	TASK OWNER	ESTIMATED START DATE	ESTIMATED FINISH DATE	STATUS
7) J Elevators/PELs						
o Refinish scratched stainless steel.	2	Ops.	E. Piccinich			
o Replace damaged car doors.	1	P&S	R. Lynch			
o Group relamp.	1	P&S-Elec.	J. Castaldo			
o Repaint pax lobby B2, B3, B4.	2	P&S	L. Ardizzone			
o Replace missing/damaged automatic doors - B2.	1	Constr.	T. O'Connor			
o Replace damaged ceiling tiles.	2	P&S	L. Ardizonne			
8) Put up temporary walls to the Chauffeurs Parking Area and the former Yellow lot, including the former Parking Office and cashier's booth, to conceal these areas which are construction staging areas.	2	Constr.	T. O'Connor			
9) Security						
o Access can be obtained to the entire subgrade, including the MERs and refrigeration plants, from the parking lots. This includes access to the "B" stairs in the Towers and access up into the above grade Tower floors without passing tower security checkpoints.	1	Cap. Sec.	D. Karpiloff			
o Restore card access system to utility areas	1	P&S-Elec.	J. Castaldo			
10) Fire Protection						
o Verify sprinkler and FSP system readiness (frangible locks are missing from many control valves).	1	P&S-Mech.	C. Luongo			
o Verify fire alarm call box operation as well as public address system audibility.	1	P&S-Elec.	J. Castaldo			
o Verify smoke detector performance.	1	P&S-Elec.	J. Castaldo			
o Verify subgrade and PATH smoke control system performance.	1	P&S-Mech.	J. Jasper			

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SUBGRADE FIRE AND LIFE SAFETY TASK LIST (SUBGRADE J AREA)

TASK	PRIORITY CODE	DIVISION	TASK OWNER	ESTIMATED START DATE	ESTIMATED FINISH DATE	STATUS
o Refireproof the exposed structural steel at 278'L lumber storage area (S.E. corner of One World Trade Center) and other locations as needed. Remove unnecessary lumber storage (fire load) in subgrade.	1	Constr.	T. O'Connor			
o Determine size and location of fire extinguishers to be placed in garage and install them.	1	Risk Mgmt.	N. Chenfrau via A. Simmons			
11) Parking Lot Use						
o Reconcile parking hierarchy of higher risk areas vis a' vis disabled parkers.	1	Cap. Sec.	D. Karpiloff			
o Provide physical barriers at the Tower walls to keep vehicles away.	1	Constr.	T. O'Connor			
o Existing parkers tolerate construction dust accumulation on vehicles; will the CEO's? Keep in mind that the 274 level Bank American space is under construction in the J area. Establish dusk mitigation procedures.	1	Constr/Eng.	T. O'Connor			
o Determine use of existing abandoned toll gates (i.e. remove them or sign them to indicate which lanes are directional active	1	Cap. Sec.	D. Karpiloff			
12) Ventilation: Survey and replace various missing fresh air and exhaust plenum missing walls to restore system integrity. Rebalance air distribution systems to achieve required air changes/hour.	1	Constr.	T. O'Connor			

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TASK	PRIORITY CODE	DIVISION	TASK OWNER	ESTIMATED START DATE	ESTIMATED FINISH DATE	STATUS
13) General						
o An evacuation plan should be prepared for subgrade and should include training of staff who would participate in an evacuation.	1	P&S	T. Cancelliere w/ Operations, Police & PATH			
o Given the existing higher terrorist threat level at the World Trade Center, review issues regarding the proposed flood gates on the PATH tubes and determine their need and possible linkage to the reoccupancy of the garage for parkers and building service employees.	3	P&S	T. Cancelliere			

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The Port Authority of NY & NJ World Trade Department

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M E M O R A N D U M

To: Paul Marchese
From: Carla Bonacci
Date: December 30, 1994
Subject: **SUBGRADE LIFE SAFETY CODE ANALYSIS AND MASTER PLAN**

cc: N. Chanfrau, D. Cassidy, R. Cronin, R. DiChiara, S. Lenahan, A. Simmons

We have authorized Engineering Department to hire The Spector Group to perform a life safety code analysis. Our request for a complete analysis by mid-January 1994 cannot be attained due to the scope of the project - 3 million sf; 500,000 per sf floor. The Engineering Department concurs that given the complexity of the task and variety of proposed uses, combined with the fact that The Spector Group has only recently begun to verify space allocations requires considerable effort.

We have prioritized those areas which must open immediately based upon information from Alan Simmons and Fred Kirschhoch. The code analysis which will include recommendations for requisite improvements will be performed for these priority areas, the yellow, orange, blue parking areas, and will be ready on January 18, 1994.

Carla

Carla Bonacci
Supervising Architect
Planning and Design

CB/rt